

MATERIALS POLICY AND PROCEDURE DIRECTIVES MANUAL

INTRODUCTION

The Materials Policy and Procedure Directives Manual has been prepared for the purpose of establishing uniform policies regarding materials for construction projects.

Each Policy and Procedure Directive is given a number designating the year in which it was issued and the sequence within that year. For example, directive No. 96-4 was the fourth directive issued in 1996.

All revisions to the Materials Policy and Procedure Directives Manual shall officially originate from Materials Group, Quality Assurance Section.

Revisions will be issued under a Materials Policy and Procedure Directives Manual Change Letter. All change letters issued will be numbered consecutively, beginning with No. 1.

Change letters will be signed by the Assistant State Engineer, Materials Group, and approved by the Deputy State Engineer, Highway Operations Group.

Revisions issued under each Materials Policy and Procedure Directives Manual Change Letter will be effective for projects with a bid opening date on or after the effective date of the corresponding change letter.

Materials Group will welcome any suggestions for the improvement of the Materials Policy and Procedure Directives Manual, as it is hoped and intended that manual users will participate its formulation and revision.